

### THE ECONOMIC DEVELOPMENT AUTHORITY OF STAFFORD COUNTY, VIRGINIA

REGULAR BIMONTHLY MEETING MINUTES  
September 14, 2012

#### 1. CALL TO ORDER

The regularly scheduled bimonthly meeting of The Economic Development Authority (EDA), of Stafford County, Virginia was held on September 14, 2012 in the Board Chambers of the Stafford County Government Center located at 1300 Courthouse Road Stafford, Virginia at 1:33 P.M. A quorum was present.

##### Members Present

Don Newlin	Chairman
Joel Griffin	Vice Chairman
Jo Knight	
Kara Vanderpool Ward	

##### Members Absent

Eric Cole  
Wendy Maurer  
Jack Rowley

##### Also Present:

Tim Barody	Secretary
Charlie Payne	Council
Brad Johnson	Treasurer
Kelly Copley	Analyst

#### 2. APPROVAL OF MINUTES

Motion for approval of the July 13, 2012 Regular Meeting Minutes was made by Ms. Knight. Mr. Griffin seconded.

**VOTE**            4-0 Approved

3. **PUBLIC PRESENTATIONS**

None

4. **TREASURER'S REPORT**

- July 2012 – Unencumbered fund balance \$140,330.06
- August 2012 – Unencumbered fund balance \$140,340.06
- Research and Technology Park Update – \$37,912.92

A motion was made by Ms. Knight to accept the Treasurer's report. Mr. Griffin seconded the motion.

**VOTE:** 4-0 Approved

- Audit Update – Formal report will be provided at November's meeting, preliminary indications from last year are that there were no problems.

5. **SECRETARY'S REPORT**

Mr. Baroody gave the following update:

- Workforce Investment Board Update – Mr. Rowley stepped down in June. Mr. Griffin was approved by the board as Mr. Rowley replacement.
- Oshkosh Update – Oshkosh wanted to thank the EDA for use of the EDA property. Because of the property use Oshkosh was awarded the DoD contract and was covered in 7-8 national publications.
- Research and Tech Park Update – Center is now open and Interim Executive Director is in place. Ribbon cutting was a success with over 100 people attending including; MCBQ Commander, Congressman Wittman, President Hurley of UMW, Dr. Sam of Germanna, and President Cabrera of GMU among others.

6. **CHAIRMAN'S REPORT**

None

7. **COMMITTEE REPORT**

- Ms. Knight spoke on Mr. Rowley's behalf, reading a letter sent by Mr. Rowley stating:

*“Around August 1st Mrs. Smith signed a written contract of sale with apartment developers, HH Hunt, for her 25 acres south of the hospital. The price is reported to be just over \$1 million - I have not seen the contract.*

*On August 18, Jack Rowley and Don Newlin met with Bruce Davis from Germanna. Kelly Copley was in the meeting representing Tim, who was on vacation. The purpose was for Bruce and Jack to bring Don up to date on the Stafford Campus project.*

- *We talked some about the Clift Farms development that is being proposed to the BOS.*
  - *Clift Farms is not a good alternative for Germanna.*
- *In the meeting with Bruce Davis we also discussed the Smith property, just south of the hospital.*
  - *This seems to be our best alternative and Germanna seems very interested in the site.*
  - *Attached to this email is an overlay of a potential Germanna site next to the HH Hunt proposed apartment complex. As you can see the current Germanna site, including buildings and parking, fits nicely on the Smith site.*
  - *HH Hunt and developer Donn Hart are proposing attractive proffers to encourage Germanna to locate on the Smith property.*
  - *There is approximately 75 acres adjacent to the Smith property that could be used for Germanna expansion or other county purposes.*
  - *At this time we are still waiting on the offer letter from HH Hunt. I am told that the letter should be received by Germanna later in September.*
- *After we receive a copy of the HH Hunt letter we can take the next steps in the process of bringing a Stafford Germanna Campus to conclusion.”*

## **8. OLD BUSINESS**

- **Airport Property Update** – Mr. Hank Sharpenberg, Mr. Ed Wallis and Mr. Hamilton Palmer of Stafford Regional Airport Authority spoke to the Economic Development Authority regarding a possible land swap between the EDA and Airport Authority after current Airport Authority land has been cleared per FAA requirements. Mr. Baroody is checking on appraisals for both properties.
- **Fredericksburg Regional Alliance** – Discussions and presentations have been tabled until November 9, 2012.

## **9. NEW BUSINESS**

- **103 West Cambridge Street Proposal** – Paul Akin gave a presentation to the Economic Development Authority requesting a \$60,000 grant for repairs and renovations to 103 West Cambridge Street which houses Amy’s Café.

A motion was made by Mr. Newlin to go into closed session and seconded by Mr. Griffin.

**VOTE:** 4-0 approved

Thereafter, the EDA Board went into closed session in accordance with Section 2.2-3711.A.3 and 5 of the Code of Virginia 1950, as amended. No Votes were taken while in closed session

- Aquia Town Center Update – Representatives with Aquia Town Center were unavailable to attend this meeting in person but will be available for a conference call later in the week. Ms. Knight and Mr. Cole were assigned to the Aquia Town Center committee.
- Legal Fees for Technology Park Entity Formation – Mr. Payne presented the EDA with his legal fees to assist in the formation of the Technology and Research Park to a 501c3, as well as continued legal support for the Park.

A motion was made by Ms. Knight to approve Technology Park legal fees and seconded by Mr. Griffin

**VOTE:** 4-0 approved

- Marketing Program Support – Stafford County Tourism requested \$2,119 to purchase promotional gifts.

A motion was made by Ms. Knight to grant Stafford County Tourism \$2,119 and seconded by Ms. Ward

**VOTE:** 4-0 approved

- Check Account Authorization Resolution – Resolution authorizes the Vice Chairman to sign checks in the absents of the Chairman and the Secretary to sign in the absents of the Treasurer.

A motion was made by Ms. Knight to approve resolution and seconded by Ms. Ward

**VOTE:** 4-0 approved

**10. ATTORNEY'S REPORT**

None

**11. ADJOURNMENT**

There being no further business brought before the Economic Development Authority, Mr. Newlin adjourned the meeting at 2:35 P.M. The next Regular Meeting is scheduled for Friday, November 9, 2012.

**MINUTES SUBMITTED BY:**

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Tim Baroody  
EDA Secretary

**MINUTES APPROVED BY:**

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Don Newlin  
EDA Chairman